

17 November 1953

MEMORANDUM FOR: Acting Personnel Director

SUBJECT: Presidential Executive Order "Safeguarding
Official Information in the Interests of the
Defense of the U.S." signed 5 November 1953.

1. The undersigned attended a meeting in I Building on Friday, 13 November 1953 at your request. The purpose of the meeting was to discuss appropriate changes in CIA Security Regulations to be made in accordance with the new Executive Order which becomes effective 15 December 1953. The meeting was informally conducted by [REDACTED] of the Security Office. The major portion of the discussion pertained to Section 1, Classification Categories, and Section 2, Limitation of Authority to Classify.

2. Section 1 of the Executive Order cancels the Restricted classification category. Material on hand which is currently so classified will retain such classification unless it becomes necessary to release any such material outside of the Agency, at which time it will then be reviewed for the purpose of upgrading the security classification or completely declassifying the document. The term "Security Information" will no longer be used. It was suggested that that portion of the rubber stamps be razored out in order to cut the cost of new stamps to a minimum. In effect, this section of the Executive Order authorizes the use of three classification categories: Top Secret, Secret and Confidential; the term "Security Information" will no longer be used. Classified printed forms will be sent back to Reproduction for overprinting in order to delete that terminology thereon.

3. With regard to Section 2, Limitation of Authority to Classify, the tentative thinking of the Security Office is that this authority will have to be delegated through the lower echelons of the organizational structure. It is probable that an overall Agency Classification Control Officer will be appointed and alternate Classification Control Officers delegated for each Office, Senior Staff or Division. The Security Office suggests that the alternates would then designate officials with sufficient authority to classify documents down to the Branch level. Comments also indicated that the individual signing documents, regardless of where and who prepared such documents, automatically is considered to approve the classification noted thereon.

CONFIDENTIAL
Security Information

4. With regard to further stipulations contained in the Executive Order, it was generally felt that in most instances, current Agency Security Regulations appear to be adequate with certain variations which the Security Office will take care of on the basis of new regulations. Pending issuance of new CIA Security Regulations, the Security Office is now working on an Agency Notice which will encompass the important changes caused by the new Executive Order.

5. The undersigned does not believe any action is necessary on the part of the Personnel Office for the present with the possible exception that a PDM be issued as of 15 December 1953 defining the three classification categories and cancelling use of the term "Security Information" on classified material.



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Chief, Processing & Records Division

Attachments:

Copy of memo dtd 9 Nov 53
from ADD/A on this subject
(with encls).

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UNCLASSIFIED

RESTRICTED

CONFIDENTIAL

SECRET

Approved For Release 2001/07/31 : CIA-RDP80-00679A000100030050-9

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

C/P R D

NO.

DATE

17 November 1953

TO	ROOM NO	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. Acting Personal Dir.	29-225	17 NOV 1953	23 NOV 1953		1-2 Please take action per par. 5. of memo of 17 Nov 53
2. [REDACTED]	218		RB 24 Nov.		[REDACTED]
3. Ch. Plans			BBB 10 Dec		
4. [REDACTED]		11 Dec		RH.	Project No 10
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~~For [REDACTED] signature~~
~~[REDACTED]~~

#4 Ok file as back up to PDM 99-53.

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